

**Board of Trustees Meeting
March 18, 2020**

The Knoxville Public Library Board of Trustees met at the library at 8:15 AM Wednesday, Mar. 18, 2020. Members present were Jean McKay, Pat Wilson, Mary Lane, and Bob Leonard. Scott Ziller and Harv Sprafka were absent.

The meeting was called to order by Pat Wilson. Mary Lane moved, Jean McKay seconded to approve the minutes of the February 19, 2020 meeting as mailed. Motion passed unanimously.

Under Correspondence, Roslin said that Hy-Vee had chosen the library as the non-profit to receive a donation from proceeds of the Reusable Bag Program. For each bag sold, the library will receive \$1. Marketing ideas were emailed.

Roslin reported on the recent closure of the library following the governor's recommendation to close all schools and public places due to the threat of coronavirus and COVID-19. At this point, the library is closed to the public through April 13 (four weeks). All programs have been cancelled or postponed for the time being. The staff is engaged in deep cleaning and disinfecting of materials, furniture, fixtures, equipment, and places. Roslin will meet with each staff member to discuss wage and schedule changes.

There exists a possibility that next month's board meeting will be on-line because people are discouraged from gathering in groups of more than 10. The city and county offices are basically closed to the public for several weeks. The board discussed the possibility of offering virtual programming. The staff will look into it but stated concerns about copyright laws and will consult with the State Library.

Under Media Strategy Plan, all events have been cancelled or postponed and will continue to be announced as such. The staff is promoting all on-line services: Freegal (downloadable music), Kanopy (movie streaming), Bridges (ebooks and audiobooks), Brainfuse (homework help) and other services. We will share links to reliable and relevant information and will look into virtual library card registrations.

Jean McKay moved, Mary Lane seconded that the financial report for February be approved. Motion was unanimous. Mary Lane moved, Bob Leonard seconded the city trust report for February be accepted. Motion was unanimous. Jean McKay moved, Mary Lane seconded the approval for payment of bills for March. Motion passed unanimously, and a copy is attached to the minutes.

Under New Business, the board reviewed several policies to be turned in to the State Library before June 30, 2020. These are: personnel policy, collection development policy, and computer use and internet access policy. These were tabled until next month for approval. Roslin presented a Communicable Disease Policy and a Pandemic Policy adapted from other libraries for the board's consideration. These were also tabled until the next month.

Roslin and Holly had met with Kim DeSocio with regards to her mural design. Since the library is closed, the mural can be started in the next few days.

There being no further business, the meeting was adjourned. The next regular meeting is scheduled for Wednesday, April 15, 2016 at 8:15 AM at the Knoxville Public Library.

Roslin Thompson,
Secretary